MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS, FCPAA AUGUST 15, 1984

Present: Maddox, Sobus, Herman, Doss, Bernhardt, Dudley, Sumner, Bowen, Ziskind, Holloway, Venema, Bohn

Conveyed Absence: Marti

Call to Order President Maddox called the meeting to order at 8:30 p.m. and reminded all Board members that the meetings in the future will start at 8:00 p.m.

Minutes Approved Bowen moved that the minutes be accepted as distributed. Sobus seconded and the motion carried.

Treasurer's Report Doss reported a balance of approximately $297 not including receipts this evening of over $2,000. He indicated that all loans have been paid off and we are now debt-free. The interest earned during the month was $157. He will work on getting the endowment, music deposit and vest deposit funds started. Doss indicated that we will have approximately $16,000 to invest, and Maddox suggested that we investigate the possibility of locking in one of the present very low rates with Northwest Orient to Minneapolis for the 1986 COAST festival. Ziskind volunteered to investigate this matter and report back at the next Board meeting. Doss distributed a handout on various accounts available from a sampling of five area banks. A question was raised as to the desirability of limiting our search for a bank to those insured by the Federal government. It was felt that MSSIC would be satisfactory and Doss would further investigate the stability and desirability of First Maryland Savings and Loan, an MSSIC institution which appears to give the most favorable arrangement for our account. Doss distributed and explained a handout prepared by Business Manager Marti (copy attached). This sheet details the use of a Transaction Sheet for all money coming in, and a Purchase Order system to be completed before an obligation is incurred.

Membership Rettenmeier reported that reauditions for old members would probably take place at Westminster Presbyterian the weekends of August 18/19 and August 25/26. New member auditions will most probably be held the weekend of September 8/9 at First Congregational. There was some discussion of the immediate need to make known the audition schedule in the Black community, through the use of the mail and fliers. Rettenmeier indicated that he is setting up a folder for each member to include emergency information, status, etc. This should help both the members and the Membership Committee.

Fundraising Sobus reported that the first meeting was held to discuss 1984-85 objectives and revenue targets. Subcommittee chairmen are preparing programs for their assigned areas. All data is now in the hands of the computer firm, and should be keyed in by Friday of this week. There will also be two separate data banks - one for donors and advertisers (to be maintained by Venema) and the membership mailing list (Clark will continue to maintain this).

Finance Committee Bernhardt indicated nothing new to report.

Publications/PR Committee Sumner indicated that he is presently a committee of one. He has done Hot Flashes and an ad in the MCC program. He is reluctant to call a meeting until a clarification is forthcoming on what he is actually in charge of. Maddox indicated that he should assume he will be in charge only of the Publications Committee. Sumner indicated that he wishes to do Quarter Notes soon.

Metropolitan Community Church Maddox indicated that he had a good conversation with Larry Uhrig. According to the occupancy permit for the new location, they have a capacity of 105 people. Reverend Uhrig does not expect us to rent office space . They will march from the old to the new location on August 26 and would like Chorus participation in the march.

Hanukkah Piece The Hanukkah piece commissioned by GALA is now in. Maddox indicated that he will shortly be making recommendations for this seasons Repertoire Advisory Committee.

New York Declination Maddox reported that Gary Miller has declined our offer to consider a repeat of this past June's joint Gay pride concert with the two choruses. For this reason, Maddox recommends that the concepts for the March and June concerts be swapped, with the a traditional March concert and the pops concert to take place in June. P Stree festival has scheduled Gay Pride Day for June 16, 1985, so the pops concert should be scheduled for June 14-15, 1985.

GALA Dues GALA has requested that each Chorus attending the Denver conference pay dues in September ($1.50 per member).

Brother Help Thyself Rejection Maddox reported receiving a "To Whom it May Concern" letter from Brother Help Thyself, rejecting our request for a grant. BHT indicated that there were 14 applicants and they selected 8. We were not one of the eight.

Legal Fees Maddox reported receiving a request for $125.40 over and above the $500 retainer given to Bogard for handling the Heger affair. Bowen moved that the Board authorize the payment of this additonal sum. The motion was seconded and carried.

Performance Request Although not yet in formal written form, the Chorus has received an invitation from Bet Mishpachah to appear at their Family and Friends night on November 16, 1984. The Board requested this to be put in writing so that it may be acted upon.

Musical Director Evaluation Dudley distributed a detailed memorandum serving as a "Six Month Evaluation of Bruce Trinkley" (copy attached). Dudley thanked the members of the Committee, Waldo, Sumner and Bohn for all the time and effort that they put into this process. Each member prepared an individual report and the circulated document is a compilation of the approximately 40 responses. Dudley and Maddox will be meeting with Trinkley this weekend to give the evaluation. Bowen moved the adoption of this report. The motion was seconded and carried.

Insurance Sumner reported that we have two policies - property and liability. In addition we have a floater, which he now feels is a waste of money. We can save money by taking out a speical floater policy for a specific event as needed. Sumner moved that the floater not be renewed but be taken on an item basis as needed. The motion was seconded and carried. The package policy is being renewed and the property part is being upped to $12,000. Sumner explained that we need to insure 80% of the total value. The limit of liability has been raised from $300,000 to $1 million. We are covered for a liability claim against the organization if caused by our negligence if we are sued.

Audit Maddox indicated that it really impossible to do an accurate and complete audit. Instead a pro forma audit could be done, and at this point we can use July 1, 1984 as the starting point with careful, accurate bookkeepping. Anything but a pro forma audit would be cost-prohibitive.

Holiday Concert Location Bowen reported that this is up in the air. On August 14, we received notification from New York Avenue Presbyterian that they will not allow us to perform there in the future. The perormance will go from approximately 8:00 - 10:00 p.m. with Few Good Men and Potomac Fever each appearing for approximately ten minutes. There will also be a fifteen minute intermission.

Rehearsal Space Search Westminster Presbyterian Church on 3rd and I SW appears to be a possibility. They are asking $3600 per year including office space. Maddox asked those members of the Board who could make it to look at the space on Sunday August 19.

Membership Handbook Herman reported that this document was on track, and a draft will be ready for the next Board meeting. Herman indicated he will be approaching individuals to prepare sections in their areas of expertise.

Budget Bowen distributed, explained and made minor modifications to the proposed FY 1985 budget. Bowen moved adoption of this document(copy attached). This was seconded and passed.

Adjournment The meeting was adjourned